



SACHI A. HAMAI
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

"To Enrich Lives Through Effective And Caring Service"

Board of Supervisors
HILDA L. SOLIS
First District

MARK RIDLEY-THOMAS
Second District

SHEILA KUEHL
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

September 20, 2016

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

21 September 20, 2016

LORI GLASGOW
EXECUTIVE OFFICER

**PHASE II BUILDING CONDITION ASSESSMENTS FOR
THE COUNTY DEFERRED MAINTENANCE PROGRAM
AWARD SUPPLEMENTAL CONSULTANT SERVICES AGREEMENT
ALL DISTRICTS
(3 VOTES)**

SUBJECT

Approval of the recommended actions will authorize the execution of a supplemental agreement with AECOM Technical Services, Inc., to perform additional facility condition assessments at County-owned and/or operated properties, and support the County during the transition of facility condition assessments and data maintenance from the consultant to the County. The proposed supplemental agreement is for a not-to-exceed amount of \$3,510,000, revising the total agreement amount to \$17,405,115, and will be approved as to form by County Counsel.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the recommended actions to authorize execution of a supplemental consultant services agreement with AECOM Technical Services, Inc., do not meet the definition of a project under the California Environmental Quality Act, as cited herein.
2. Authorize to the Chief Executive Officer, or her designee, to execute Supplemental Agreement 2, Agreement No. CP-019B, with AECOM Technical Services, Inc., for a \$3,510,000 not-to-exceed amount, to complete facility condition assessments at additional County-owned and operated facilities; complete development of an additional online capital planning function and; to continue facility condition assessment and data collection services to the County until the completion of these services.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will authorize the Chief Executive Officer (CEO) to execute a supplemental agreement with AECOM Technical Services, Inc., (AECOM) to increase the scope of work to include the assessment of additional facilities and amenities, including facilities identified by AECOM during the performance of the original scope of work, develop an additional capital planning function, and to continue facility condition assessment and data collection services for the County until the completion of the services. The supplemental agreement is for a not-to-exceed amount of \$3,510,000, for a revised agreement total of \$17,405,115.

Background

On September 10, 2010, the Board authorized the development of the County Deferred Maintenance Program in order to provide a rational basis for long-term planning of ongoing maintenance of County facilities. This goal is being realized through the implementation of a systematic approach to the assessment of the condition of County-owned and County-maintained buildings, and the development of an asset management database system to record the current status of the remaining useful life (life-cycle analysis) of the structures and major building mechanical systems and forecast long-term maintenance requirements.

On November 2, 2011, the Department of Public Works (Public Works) issued a Request for Proposals (RFP) for the assessment of 21.8 million square feet of County-owned and County-maintained buildings (excluding Sheriff Facilities and Hospitals); and for the development of an asset tracking database system.

On September 4, 2012, following the determination of the most qualified firm to perform the assessments and database system development, the Board approved the award of a consultant services agreement (CP-019) with AECOM to perform a pilot phase of the assessments and database development. The pilot phase included the condition assessment of four County facilities (as a sampling of facilities representative of typical attributes and functions of County facilities), and to develop the database system to ensure the scope of the field assessments and content and format of the assessment data and other deliverables meet the expectations of the County. The Pilot phase was completed in October 2013.

On August 12, 2014, the Board authorized the CEO to award and execute a consultant services agreement (CP-019A) to AECOM to perform facility condition assessments, and to develop an asset management database system (Phase II Assessments) for approximately 24.1 million square feet of building space within 1,156 sites for a not-to-exceed fee of \$13,510,115.

On August 11, 2015, the Board authorized the CEO to award and execute Supplemental Agreement No. 1 to increase the scope of work to include building condition assessment of the former Martin Luther King Multi-Ambulatory Care Center for a not-to-exceed amount of \$395,000, for a revised total contract amount of \$13,895,115. Supplemental Agreement No. 1 was executed on August 24, 2016.

Currently, the Phase II assessments are approximately 82 percent complete. To date, nearly 20,000 individual deficiencies have been identified and recorded. As of July 2016, 47 percent of these identified deficiencies have been consolidated in approximately 1,600 implementable projects with a value of \$364.3 million, and these projects are being incorporated into the Deferred Maintenance program for funding and implementation. Also, online reports and tools are being developed that forecast future deferred maintenance funding needs at the highest level of Countywide, or by District,

Department, or down to the level of a facility or equipment of a particular building. These tools and reports have been informing decisions for capital and maintenance budgeting, and for asset management. In August 2016, Public Works released an RFP for facility condition assessment services for facilities of the Departments of Health Services and the Sheriff.

Recommended Supplemental Agreement

In the course of performing the Phase II Assessments, AECOM identified a significant number of facilities, buildings, and amenities that were not documented on the list of County-owned and operated facilities that they were contracted to assess. The County desires to have these facilities/amenities assessed as part of the scope of work of this supplemental agreement. In addition, assessments of some facilities on the list were cancelled because they were no longer owned and/or operated by the County, or because they were scheduled to be demolished or replaced. The net increase in the scope of work is approximately 47 sites, 371 buildings, and 4.226 million square feet of surface parking lots.

As part of its original scope of work, AECOM developed a data collection system for documenting and reporting building deficiencies as well as an online reporting tools that allows the County to analyze costs associated with the remediation of these deficiencies, i.e. deferred maintenance. Based on building system service and building design life data, the current budget planning tools are designed to facilitate the analysis and application of various strategies for programming and funding repair, and refurbishment projects to address deferred maintenance over multiple years.

The additional capital planning function proposed to be developed, is an online tool that will allow the County to apply long-term investment strategies for each building asset. The strategies to be applied fall into the categories of sustain, recapitalize, renew, replace, construct new. Of these strategies, “sustain” is the shortest term investment strategy and least costly investment and “construct new” is the longest term investment and often the most costly. The application of these strategies for County assets is determined by evolving building codes, programs, initiatives, and etc. The proposed enhancement will provide a tool to assess, plan, and manage strategies for County assets from an asset management perspective in addition to the management of deferred maintenance.

The proposed extension of facility condition assessment and data management services will allow AECOM to continue facility condition assessment and data collection services for the County until the hand-off of the database is complete, including the activities that keep it current and functional. Upon completion of AECOM's scope of work, the County will assume the management of the ongoing facility condition assessment process, including managing the collection and review of building condition data and deferred maintenance project development. The proposed extension of services will provide sufficient time to analyze, recommend, and implement the most efficient and appropriate County resources required to sustain the assessment and project development process, as well as the maintenance of the online database system.

The data being collected, and the enhanced analytical tools of budget and life cycle cost forecasting are critical elements to achieving the objectives of the Strategic Asset Management Plan; including maximizing existing assets, guiding strategic investment, and strategically funding the highest priority needs.

Implementation of Strategic Plan Goals

The recommended action supports the County's Strategic Plan Goal of Operations Effectiveness/Fiscal Sustainability (Goal 1) through the efforts of repairing and maintaining County

facilities to sustain the delivery of County programs and services. This facility condition assessment study is a key element of the County's Strategic Asset Management Plan.

FISCAL IMPACT/FINANCING

The proposed supplemental consultant services agreement with AECOM will be for a maximum not-to-exceed fee of \$3,510,000 for a revised total agreement amount of \$17,405,115 for the Phase II Deferred Maintenance Program Management Project.

The supplemental agreement will be funded with \$3,500,000 in net County cost, and is fully funded in the Fiscal Year 2016-17 Extraordinary Maintenance Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard supplemental agreement will be used and will be reviewed and approved as to form by County Counsel.

The supplemental agreement will be in full compliance with Federal, State, and County regulations. The existing agreement contains the standard terms and conditions supporting the Board's ordinances, policies, and programs.

ENVIRONMENTAL DOCUMENTATION

The recommended action, approval of the supplemental agreement, is not a project pursuant to the California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by Section 15378(b) (4) and (5) of the State CEQA Guidelines, or in the alternative is exempt as feasibility and planning studies for possible future actions which have not been approved, adopted or funded by Section 15262 of the State CEQA Guidelines. The proposed actions include record review, visual inspections and testing of structural load capacity, and as such are organizational or administrative activity of the government that will not result in direct or indirect changes to the environment and involve the creation of a government funding mechanism which does not involve commitment to any specific project which may result in a potentially significant physical impact on the environment and which has no adverse impact on environmental factors. The appropriate environmental documentation, as required under CEQA, will be completed and the Board will be requested to make appropriate CEQA findings, as necessary, when any activities which would constitute a project under CEQA are recommended for approval.

CONTRACTING PROCESS

On November 2, 2011, Public Works, at the request of the CEO, issued an RFP for building condition assessment and asset management database development services. On February 2, 2012, a total of seven firms responded to the RFP. The Evaluation Committee (Committee), comprised of technical staff from the Internal Services Department and Public Works, and administrative staff from the CEO-Capital Programs Division evaluated the proposals. The Committee evaluated these proposals based on technical expertise, experience, personnel qualifications, work plans, and understanding of the work requirements.

Based on the review and evaluations of these proposals, the Committee determined that AECOM

demonstrated appropriate qualifications to perform the building condition assessments and asset management database development services. The initial contract term for the pilot phase of the project was one year commencing on the issuance of the initial Notice to Proceed.

Public Works has evaluated and determined that Los Angeles County Code Chapter 2.201 (Living Wage Program) does not apply to the recommended contracts.

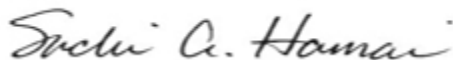
IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no impact on current County services or projects as a result of authorizing the recommended supplement. The supplement to the consultant services agreement will provide for additional facility condition evaluations and lifecycle analysis to assist the County in managing the County-wide Deferred Maintenance Program in an efficient and cost-effective manner.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Capital Programs Division.

Respectfully submitted,



SACHI A. HAMAI

Chief Executive Officer

SAH:JJ:DPH

BMB:CY:RB:zu

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Public Works